



AMENDMENT #3
REQUEST FOR PROPOSAL (RFP)

Environmental Study for Space Utilization Strategic Plan

Bid Submission Deadline:
September 12, 2014 at 2:00 PM (EDT)

Submit Bids to:

Canadian Space Agency
TENDERS RECEPTION OFFICE
Receiving/Shipping (8:00 to 16:30)
Closed between 12:00 and 13:00
6767 route de l'Aéroport
Saint-Hubert (Quebec) J3Y 8Y9
Canada

Attention to: Isabelle Doray

Reference: CSA File No. 9F045-14-0161

Note: Please read this Amendment #3 to Request for Proposal carefully for further details on the requirements and bid submission instructions.



September 3, 2014



The Canadian Space Agency amends this request for proposal as follow:

Replace Annex C - Point Rated Technical Criteria by this one

Point Rated Technical Criteria

Bids which fail to obtain the required minimum number of points specified will be declared non-responsive. Each point rated technical criterion should be addressed separately.

TECHNICAL CRITERIA	MINIMUM POINTS REQUIRED	MAXIMUM TOTAL POINTS
1. <u>Team</u> Technical Experience and Capacity	18.75	25
2. Knowledge of the International space-related <u>applications</u> in space utilization	18.75	25
3. <u>Knowledge of the Space Utilization Domains and Future Trends</u>	18.75	25
4. Methodology	18.75	25
5. Management Plan	18.75	25
<i>Maximum score</i>		125
<i>Minimum score requirement</i>	93.75	

Each point rated criterion will be evaluated using a set of 5 benchmark statements (0, A, B, C and D). Each of these statements has a corresponding relative value:

- 0 = 0% of maximum point rating
- A = 25% of maximum point rating
- B = 50% of maximum point rating
- C = 75% of maximum point rating
- D = 100% of maximum point rating

As an example, the maximum point rating for the “Experience and capacity of consultant” criterion is 25 points. If a Bid received a “C” score for this criterion in the evaluation process, the score attributed will be 75% of 25 points = 18.75 points (score).



TEAM TECHNICAL EXPERIENCE AND CAPACITY

This criterion assesses the combined technical capability (education and experience) of the personnel assembled in conducting environmental analysis and studies, and strategic documents.

- 0) Team expertise is not addressed in the bid or information on the team members is lacking.
- A) The proposed team has limited experience in conducting work similar in complexity and scope to what is requested in the SOW (environmental analysis and studies).
- B) The key personnel identified in the proposed team have been involved in at least one project similar in complexity and scope to what is requested in the SOW (environmental analysis and studies). The completeness of the team is lacking in scientific or technological areas relevant to the proposed analysis.
- C) The key personnel identified in the proposed team has been involved actively in developing and implementing studies comparable in complexity and scope to what is requested in the SOW (environmental analysis and studies) and has done so for at least one project within the space arena. The proposed team possesses all the expertise required to perform the work.
- D) The key personnel identified in the proposed team has been involved in at least 2 projects within the space arena comparable in complexity and scope to what is requested in the SOW (environmental analysis and studies) and is highly experienced in conducting environmental studies and analysis and trends on related subjects. The proposed team possesses a comprehensive set of expertise to perform the work.

KNOWLEDGE OF THE INTERNATIONAL SPACE-RELATED APPLICATIONS IN SPACE UTILIZATION

This criterion assesses the degree to which the bid exhibits an understanding of the nature, extent and relevance of Canadian and international space-related applications in space utilization strategic themes.

- 0) No understanding is demonstrated.
- A) Demonstrates in a limited fashion, an understanding of the Canadian and international space-related applications focused on the subject and has limited understanding of current and future potential of space related applications.
- B) Demonstrates a basic understanding of the Canadian and international space-related applications focused on the subject and has a basic understanding of the current and future potential of space related applications.
- C) Demonstrates a detailed understanding of the Canadian and international space-related applications focused on the subject and has a detailed understanding of the current and future potential of space related applications in this field substantiated by recent work (within approximately 2 years) performed on the subject.
- D) Demonstrates an authoritative understanding of the Canadian and international space-related applications focused on the subject and has an authoritative understanding of the current and future potential of space related applications in this field, substantiated by a recent (within approximately 2 years) and an important body of work performed on the subject (approximately 2 studies or more).



KNOWLEDGE OF THE SPACE UTILIZATION DOMAINS AND FUTURE TRENDS

This criterion assesses the extent to which the bidder demonstrates an understanding of the Space Utilization Domains (Earth Observation, Satellite Communications, Space Situational Awareness and Sun-Earth systems sciences) issues and related future trends.

- 0) The bid demonstrates no understanding of the Space Utilization domains issues nor of their future trends
- A) The bid demonstrates in a limited fashion an understanding of the Space Utilization domains issues having to do with the strategic themes but not of the future trends.
- B) The bid demonstrates a basic understanding of both the Space Utilization domains issues and future trends having to do with the strategic themes.
- C) The bid demonstrates a detailed understanding of the Space Utilization domains issues and future trends having to do with the strategic themes substantiated by recent (approx 2 years) work performed on the subject.
- D) The bid demonstrates an authoritative understanding of the Space Utilization domains issues and future trends having to do with the strategic themes, substantiated by a recent (within approx 2 years) and an important body of work performed on the subject.

PROPOSED METHODOLOGY

This criterion assesses the specific details of the proposed approach and the degree to which it is capable of achieving the objectives of the SOW. It also evaluates the effectiveness of the described methodology in resolving the project challenges.

- 0) The feasibility of achieving the objectives of the SOW is not demonstrated.
- A) The methodology is presented but gaps exist in the overall approach to achieve the objectives of the SOW
- B) The methodology is presented and follows a methodical approach, but some detail or information of limited importance is omitted. The Bid does not substantiate the effectiveness of the proposed methodology in achieving the SOW objectives.
- C) The bid presents a comprehensive methodology following a methodical approach. The effectiveness of the proposed methodology in achieving the SOW objectives is demonstrated, substantiated and credible.
- D) The bid presents an exceptional methodology following a highly developed approach. The effectiveness of the proposed methodology in achieving the SOW objectives, as well as a vast capacity to meet the objectives, is demonstrated, substantiated and credible



MANAGEMENT PLAN

This criterion evaluates the proposed Management plan for its completeness and also assesses its effectiveness in directing the project to a successful completion.

- 0) No concrete management plan is provided.
- A) The management plan as described in the bid does not follow a methodical approach and does not demonstrate that the objectives of what is requested in the SOW can be achieved under the given time and budget constraints.
- B) The management plan as described in the bid follows a methodical approach but lacks completeness. The bid does not substantiate the effectiveness of the methodology being employed for achieving the objectives of the work under the given time and budget constraints.
- C) The management plan as described in the bid follows a methodical approach and is complete. The effectiveness of the proposed methodology in achieving the objectives of the work under the given time and budget constraints is substantiated. Management risks and budget constraints is substantiated. Management risks are identified and mitigation strategies are presented.
- D) The management plan as described in the bid follows a methodical approach and is complete. The effectiveness of the proposed methodology in achieving the objectives of the work under the given time and budget constraints is both clear and substantiated. A comprehensive management risk analysis, including critical issues that may jeopardize the successful completion of the project, is provided and effective mitigation strategies are described.

